

U. S. Department of Housing and Urban Development

Public and Indian Housing

Special Attention of:	Notice PIH 97-60 (HA)
Public Housing Directors;	
Administrators; Offices of	Issued: 12/4/97
Native American Programs;	Expires: 12/31/98
Public Housing and Section	
8 Agencies; Indian Housing	
Authorities; Resident	
Management Corporations	

Subject: Responsibility for Completion of the Form HUD-50058,
Family Report

Background.

A final rule entitled "Electronic Transmission of Required Family Data for Public Housing, Indian Housing, and the Section 8 Rental Certificate, Rental Voucher and Moderate Rehabilitation Programs," was published in the *Federal Register* on March 2, 1995. The rule requires all housing agencies (HAs) to submit the Form HUD-50058 electronically to HUD in a HUD prescribed format.

Effective Date.

The final rule was effective on April 3, 1995.

A New Form HUD-50058.

On July 25, 1997, the Office of Management and Budget (OMB) approved a new version of the Form HUD-50058. The new format reflects program changes driven by statutory changes including the HA minimum rent, discretionary income deductions and noncitizen rule information.

Based on the legislative changes impacting on public and Indian rental housing, and the Section 8 assisted housing programs, the Department published a notice in the *Federal Register* (Vol. 61, No. 189) on September 27, 1996, announcing its intent to redesign the Form HUD-50058.

While in the format and content design stage, HUD held workshops to solicit comments and suggestions from HAS, HUD Field Office personnel, software vendors and the general public regarding changes to the form. In addition, considerable time and effort were devoted to field testing the product.

Distribution of the Form HUD-50058 and Related Material.

The form and instructions currently are available through the HUD Web-Site (<http://www.hud.gov/>). Hard copies of the form and instructions are being distributed to every HA in the country, as well as to all HUD State and Area Offices, and Area Offices of Native American Programs.

If additional hard copies of the form and instructions are required, they may be ordered by contacting the MTCS Hotline at: 1-800-FON-MTCS.

Within the near future, hard copies of the Form HUD-50058 Family Report Technical Reference Guide will be distributed to HAS and HUD Field Offices. At present, it may be directly accessed through the HUD Web-Site.

Use of the New Form.

HAS that have incorporated the new Form HUD-50058 requirements and specifications in their software may begin reporting on the new format in mid-November 1997 (and each month thereafter).

Mandatory transmission of the new Form HUD-50058 must occur no later than May 1, 1998. In the interim, HAS are to continue reporting (on the present form, or on the new one).

Provision of Software.

The Department will shortly have available Family Reporting Software (FRS) that is the electronic version of the new Form HUD-50058. The FRS automates the collection and transmission of family data to HUD, and is available to all HAS free of charge. As of December 15, 1997, the FRS may be accessed through the MTCS Web-Site.

(<http://www.hud.gov/pih/systems/mtcs/pihmtcs.html>)

Consistency of Reporting.

All HAs are required to electronically transmit family data either monthly or quarterly, depending on the size of the agency. The information is extensively utilized by Departmental organizations including the Offices of the Secretary, the Chief Financial Officer, the PIH Comptroller, Policy Development and Research, Fair Housing and Equal Opportunity, Information Technology, etc.

/s/

Kevin Emanuel Marchman
Acting Assistant Secretary